

**LTBB ELECTION BOARD  
FRIDAY, MARCH 6<sup>TH</sup>, 2009**

**MINUTES**

**CALL TO ORDER**

Meeting was called to order by the Chairperson, Denise Petoskey at 6 p.m.

**ROLL CALL**

<b>Denise Petoskey, Chairperson</b>	<b>Present</b>
<b>Eleanor Barber, Vice-Chairperson</b>	<b>Present</b>
<b>Carol Quinones, Secretary/Treasurer</b>	<b>Present</b>
<b>Alice Hughes, Board Member</b>	<b>Present</b>
<b>Martin VanDeCar, Board Member</b>	<b>Present</b>

**APPROVAL OF AGENDA**

Motion made by Martin, supported by Alice to approve the agenda for this meeting as written and presented. Motion read back by the Secretary. 5 yeas Motion carried

**APPROVAL OF THE MINUTES**

Motion made by Eleanor, supported by Denise to approve the minutes of February 23, 2009 as corrected by making background one word. Motion read back by the Secretary. 5 yeas Motion carried.

## **OFFICERS' REPORTS**

### **CHAIRPERSON**

**Denise presented Carol with the copies of the requisitions for rooms. Copies of the flyers were presented. A work session needs to be scheduled for Wednesday, March 11<sup>th</sup> to do address labels for the flyers and prepare for mailing on the 12<sup>th</sup> of March. A representative of the Native Student Union from NCM spoke to Denise about the possibility of co-sponsoring our final Candidates Forum in June. She will be meeting with them to work out the details. They also want to sell food at the forum as a fund raiser for their organization. Denise will report further on this as it gets closer to the event.**

**Motion made by Eleanor, supported by Martin to accept the verbal and written report of the Chairperson. Motion read back by the Secretary. 4 yeas 1 abstained (Denise) Motion carried.**

### **VICE- CHAIRPERSON**

**Eleanor reported that she received 3 undeliverable pieces of mail, 8 Voter Registration forms, 2 of the Candidate notifications that Carol mailed were returned because they were not claimed. 1 Voter Registration form needs additional information. She presented it to Carol.**

**Motion made by Alice, supported by Denise to accept the verbal and written report of the Vice – Chairperson. Motion read back by the Secretary. 4 yeas 1 abstained (Eleanor) Motion carried.**

### **SECRETARY/TREASURER**

**Carol reported that she redid the agenda and guidelines for the Candidates forum. She sent letters to the Candidates informing them of the places for the forums. She included a phone list of the Election Board for their information. She presented copies of the information she redid. She prepared the information for this meeting.**

**Motion made by Eleanor, supported by Denise to accept the verbal and written report of the Secretary/Treasurer. Motion read back by the Secretary. 4 yeas 1 abstained (Carol) Motion carried.**

## **OLD BUSINESS**

**1. Registered Voter Up – Date 1,361 as of February 9<sup>th</sup>, 2009**

**2. Election Up – Date -- Motion made by Martin, supported by Alice to schedule a work session for Wednesday , March 11<sup>th</sup>, 2009 beginning at 6 p.m. to label the flyers for the candidate forums and pay stipend and mileage. Motion read back by the Secretary. 5 yeas Motion carried.**

**Candidate Statements were sent out as scheduled. Carol received hers in Grand Rapids on Wednesday.**

**3. Review of Format for Candidates Forum**

**The information that Carol redid was reviewed. Need to add the names of the last seven candidates to the agenda. Motion made by Martin, supported by Denise to approve the agenda and guidelines with the changes. Motion read back by the Secretary. 5 yeas Motion carried.**

## **NEW BUSINESS**

**1. Revised Meeting/Work Session Schedule**

**Add the Work Session for March 11<sup>th</sup>, 2009**

**Add a Work Session for May 8<sup>th</sup>, 2009 from 4 p.m. – 6 p.m.**

**Community Meeting for May 9<sup>th</sup>, 2009 from 8:30 a.m. – 5 p.m.**

## **ANNOUNCE DATE OF NEXT MEETING/WORK SESSION**

**Work Session – Wednesday, March 11<sup>th</sup>, 2009 at 6 p.m.**

**Regular Meeting – Monday, March 30<sup>th</sup>, 2009 at 6 p.m.**

**Office Hours – Tuesday, March 31<sup>st</sup>, 2009 from 1 p.m. to 5 p.m.**

**Work Session – Wednesday, April 1<sup>st</sup>, 2009 at 6 p.m.**

## **ADJOURNMENT**

**Motion made by Eleanor, supported by Denise to adjourn this meeting at 8 p.m. 5 yeas. Meeting adjourned at 8 p.m.**

**Minutes approved as written and presented**

**Minutes approved as corrected/amended**

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**Carol Quinones, Secretary/Treasurer**